

# Final Evaluation – Intern Version Template

Find the online version of the Final Intern Evaluation [here](#).

## EMPLOYEE INFORMATION

SUPERVISOR NAME \_\_\_\_\_

INTERNSHIP STATE \_\_\_\_\_

INTERN NAME \_\_\_\_\_

INTERN JOB TITLE \_\_\_\_\_

DEPARTMENT \_\_\_\_\_

REVIEW PERIOD \_\_\_\_\_

DATE \_\_\_\_\_

## RATINGS

	1= STRONGLY AGREE	2= AGREE	3= NEUTRAL	4= DISAGREE	5= STRONGLY DISAGREE
Intern was prepared for this internship.					
<i>Comments</i>					
Intern fit well into the office culture.					
<i>Comments</i>					
Intern completed projects to a satisfactory level.					
<i>Comments</i>					
Intern worked collaboratively with others.					
<i>Comments</i>					
Intern responded well to instruction from supervisor.					
<i>Comments</i>					
Intern responded well to criticism from supervisor.					
<i>Comments</i>					
Intern prioritized projects well.					
<i>Comments</i>					
Intern managed their time well.					
<i>Comments</i>					
Intern applied knowledge from previous classes to their work during the internship.					
<i>Comments</i>					

<i>Comments</i>					
I believe this intern will succeed in my industry.					
<i>Comments</i>					
I would hire this intern as an employee (if an appropriate position were open).					
<i>Comments</i>					
What were the intern's strengths?					
<i>Comments</i>					
What were the intern's weaknesses?					
<i>Comments</i>					
How did the intern respond to adversity/criticism?					
<i>Comments</i>					
What advice would you give this intern?					
<i>Comments</i>					
Please include any other comments or information you feel would be helpful.					
<i>Comments</i>					

**VERIFICATION OF REVIEW**

*By signing this form, you confirm that you have discussed this review in detail with your intern. Signing this form does not necessarily indicate that you agree with this evaluation.*

INTERN SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

SUPERVISOR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_